



Freeport
Planning & Development
Review Board
October 7, 2020
Regular Meeting Package



**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**
October 7, 2020 Regular Meeting Agenda
6:00 pm Freeport Council Chambers

Social distancing guidelines are in effect for this meeting.

- I. Meeting Called to Order
- II. Meeting Minutes to be Approved
 - A. September 2, 2020 PDRB Meeting Minutes
- III. LDC Amendment – Residential Parking Requirements
- IV. Refresher on Florida Sunshine Law-Clay Adkinson
- V. Adjournment



**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**
September 2, 2020 Regular Meeting Minutes

Chair Konopacki called the meeting to order at 6:01pm

I. Meeting Called to Order

Invocation and Pledge of Allegiance was led by Latilda Hughes Neel

Board members present: John Konopacki/Chair, Steve Thomas/Vice Chair, Michael Gilley, and Kevin Louthain.

Staff members present: Latilda Hughes Neel/Planning Director, Marge Gay/Planning Clerk, Clay Atkinson/City Attorney and Alex Rouchaleau/City Engineer

Other participants present: Matt Parker/JP Engineering representing Bluffs at Lafayette, and Curtis Smith/Nautilus Engineering representing JAB Holdings.

II. Meeting Minutes to be Approved

A. July 8, 2020 PDRB Meeting Minutes

BOARD ACTION: The motion to approve these minutes was made by Kevin Louthain and seconded by Michael Gilley. All were in favor and the motion passed.

III. Bluffs at Lafayette Mixed Use Planned Development Project

Latilda Hughes Neel presented the project:

Project: Bluffs at Lafayette Mixed Use Planned Development Project

Parcel #: 01-1S-19-23000-001-0000, 02-1S-19-23000-001-0030, 36-1N-19-17000-001-0000, 36-1N-19-17000-002-0000

Location: East side of US 331 North, 2.4 miles north of State Road 20



Matt Parker discussed the project and asked for questions from the board.

Chair Konopacki asked if Mr. Parker why the max building height was set at 50 feet for the single-family residences. Mr. Parker explained that they had set that for the multi family homes and did the same for the single-family homes to be consistent. He stated that this was a maximum height. Chair Konopacki also questioned the population figures for the Recreation and Open Spaces portion of the plan. Mr. Parker explained, and Planning Director Hughes-Neel confirmed that the engineers on the project were required to use the most recent published population figures for the project.

Michael Gilley wanted to confirm that we had received a letter from CW Roberts's attorney putting the project on notice that they plan to continue to use their property in the same manner as has been done. Planning Director Hughes-Neel confirmed that it was received and noted.

Chair Konopacki requested a motion to approve the project.

BOARD ACTION: Steve Thomas made the motion to approve, Kevin Louthain seconded the motion. All were in favor and the motion passed.

IV. JAB Holdings Rezoning

Latilda Hughes-Neel presented the request to change the zoning from RC-Residential Commercial to R3-High Density Residential. The Reason for the requested change was that RC required commercial on the first floor of an apartment building. The developers did not want to put any commercial on the first floor.

- This property is vacant, currently under consideration for the development of apartment.
- The property to the north has two different owners, Alabama Electric and Zargari Holdings. The Alabama Electric parcel is being utilized as a utility substation. The Zargari property is vacant.
- The property to the south is Verandas Townhome development project.
- This property fronts Highway 331 Business. Across the highway:
EPORT LLC/vacant
Jimmy's Paint and Body Shop
Robert and Pamela Smits/vacant



American Towers LLC/cellular tower
Freeport Village Apartment Complex

Future Land Use Designation: UD Urban Development

Zoning Amendment:

Parcels: 10-1S-19-23000-004-0010 and 10-1S-19-23000-004-0020
Acreage: 11.45 +/-

- The property to the north is zoned RC Residential Commercial
- The property to the south is zoned R3 High Density Residential
- The property to the east is zoned C Commercial
- The request as proposed is consistent with the zoning currently in place in this area.

Curtis Smith provided maps and drawing of the project for the board's review.

Chair Konopacki called for any questions from the board. There were none.

Chair Konopacki requested a motion to approve the rezoning.

BOARD ACTION: Michael Gilley made the motion to approve, Steve Thomas seconded the motion.

Chair Konopacki called for questions from the public. Mr. David Puckett requested to speak. He stated that as a homeowner in Verandas Townhomes, he was not noticed for the meeting. He also raised concerns regarding parking, traffic and the effect an apartment complex next to his property would have on his property values. Chair Konopacki explained that the apartment complex would be required to provide on-site parking for the project and traffic was and will continue to be an issue until changes are made on Business 331. Planning Director Hughes-Neel advised that the items brought forth by Mr. Puckett were not before the board. The only thing the board was to consider is the change in zoning.

Chairman Konopacki called for a vote of the board. All were in favor and the motion passed.



V. Refresher on the Florida Sunshine Law-Clay Adkinson.

Planning Director Hughes-Neel advised that the newest board member Kyler Clark was not present for the meeting due to an illness and requested that the Refresher be moved forward to the next meeting so that Mr. Clark could be present.

VI. Adjournment

Chair Konopacki requested a motion to adjourn. Michael Gilley made the motion to adjourn and Steve Thomas seconded the motion. All were in favor and the meeting was adjourned at 6:29pm.

DRAFT

A. Matrix

Table 5-2 Parking Requirements Matrix:

RESIDENTIAL USES				
USE	MINIMUM OFF-STREET PARKING REQUIREMENT	RATIO OF FULL SIZE TO COMPACT PARKING SPACES (FULL/COMPACT)	BICYCLE SPACES	REQUIRED NOTES
Conventional	1,2, and 3 Bedroom: 2 spaces/unit * **	100/0		*if on-street parking is not permitted or is restricted on the unit's street frontage, then 1 visitor parking space shall be required. The visitor parking space shall be located not more than 100 feet from the unit's street frontage ** Resident parking spaces may be in tandem.
	4 Bedrooms 3 spaces/unit * ** Homes with more than 4 bedrooms shall provide 1 space per bedroom on the subject lot.; i.e. 5 bedrooms/ 5 parking spaces, 6 bedrooms/6 spaces, etc..			
Cluster/Multi-Family Resident Parking *	Studio: 1 space/unit	100/0	.10 per required space	* Resident parking spaces may be in tandem. ** On-street parking provided in accordance with the dimensions required for parallel spaces may count toward visitor parking requirements. These spaces must be located within the maximum distances specified in Section 5.05.05
	1 Bedroom			
	1.5 spaces /unit			
	2-3 or more Bedrooms: 2.0 spaces/unit Additional bedrooms require 1 space per bedroom.			
	**Visitor Parking: .5 space/unit	50/50		

Housing for The Elderly	To be determined by the Planning & Development Review Board			* Developer shall submit a parking study for review.
Mobile Home	2 spaces/unit	50/50		*Residential parking may be in tandem. ** On-street parking provided in accordance with the dimensions required for parallel spaces may count toward fulfilling visitor parking requirements. These spaces must be located within the maximum distances specified in Section 5.02.05 count toward fulfilling visitor parking requirements.
	**Visitor Parking: .25 spaces / unit			